

the Foreign Assistance Act of 1961, as amended; and, 48 CFR Chapter 7, Agency for International Development Acquisition Regulation, including any amendments thereto.

(7) *Office of Small and Disadvantaged Business Utilization*. The authority to enter into and administer 8(a) purchase orders and contracts as a third party pursuant to the Memorandum of Understanding signed with the Small Business Administration.

[59 FR 66752, Dec. 28, 1994, as amended at 60 FR 39662, Aug. 3, 1995; 64 FR 43620, Aug. 11, 1999]

## PART 602—DEFINITIONS OF WORDS AND TERMS

### Subpart 602.1—Definitions

Sec.

602.101 Definitions.

602.101-70 DOSAR definitions.

AUTHORITY: 40 U.S.C. 486(c); 22 U.S.C. 2658.

SOURCE: 53 FR 26162, July 11, 1988, unless otherwise noted.

### Subpart 602.1—Definitions

#### 602.101 Definitions.

##### 602.101-70 DOSAR definitions.

For the purposes of the DOSAR, unless otherwise indicated, the following terms have the meanings set forth in this subpart.

*Consolidated Receiving Point* or *CRP*, means the contractor under contract to a Despatch Agency to receive and prepare items for shipment to a post. The CRP receives, records, consolidates, and packs items for shipment overseas under the direction of the Despatch Agency.

*Department* or *DOS* means the Department of State, including all of its activities wherever located.

*Despatch Agency* means the office responsible for the transportation of goods between the U.S. and posts within its specific geographic area as assigned by the Transportation Division, Office of Supply and Transportation. There are four Despatch Agencies, one each in New York City; Baltimore, Maryland; Miami, Florida; and, Seattle, Washington.

*Government* means the Government of the United States of America unless specifically stated otherwise.

*Major system* has the same definition as described in FAR 2.101; however, the Department of State's dollar threshold as defined in paragraph (b) is \$30 million. The Under Secretary for Management is the head of the agency for the purposes of paragraph (c).

*Overseas post* means a "post" located outside the United States of America.

*Post* means a diplomatic or consular mission of the United States of America, administered or managed by the DOS.

[53 FR 26163, July 11, 1988, as amended at 59 FR 66753, Dec. 28, 1994; 60 FR 39662, Aug. 3, 1995; 64 FR 43620, Aug. 11, 1999]

## PART 603—IMPROPER BUSINESS PRACTICES AND PERSONAL CONFLICTS OF INTEREST

### Subpart 603.1—Safeguards

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603.104 Procurement integrity.

603.104-5 Disclosure, protection, and marking of contractor bid or proposal information and source selection information.

603.104-10 Violations or possible violations.

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603.905 Procedures for investigating complaints.

603.906 Remedies.

AUTHORITY: 40 U.S.C. 486(c); 22 U.S.C. 2658.

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SOURCE: 53 FR 26163, July 11, 1988, unless otherwise noted.

### Subpart 603.1—Safeguards

SOURCE: 64 FR 43620, Aug. 11, 1999, unless otherwise noted.

#### 603.104 Procurement integrity.

##### 603.104-5 Disclosure, protection, and marking of contractor bid or proposal information and source selection information.

(a) The following classes of persons may be authorized to receive contractor bid or proposal information or source selection information by the contracting officer or head of the contracting activity, who is the agency head's designee, when such access is necessary to the conduct of an acquisition:

(1) Individuals involved in the selection process, such as the Contracting Officer's Representative, technical evaluators, advisors, consultants, and the Source Selection Official;

(2) Clerical personnel directly involved in the acquisition;

(3) Supervisors in the contracting officer's chain of command;

(4) Contracting personnel involved in reviewing or approving the solicitation, contract, or contract modification;

(5) Individuals from offices who may be required to perform pre-award audits, such as DCAA; and,

(6) Personnel in the following offices: Office of Small and Disadvantaged Business Utilization (A/SDBU), Office of the Legal Adviser, Office of Legislative Affairs, Office of the Inspector General, Office of the Procurement Executive, the Small Business Administration, and the Office of Federal Contract Compliance Programs (Department of Labor).

(c) All information which is considered proprietary or source selection information shall be marked to prevent its unauthorized disclosure before award. This may be performed by marking each page of proprietary or source selection material with the statement "Source Selection Information—See FAR 3.104" or "Proprietary Information—See FAR 3.104", as applicable. Alternatively, this requirement

may be met by attaching Forms DS-1926, Proprietary Information (Cover Page), and DS-1927, Source Selection Information (Cover Page), to any proprietary and source selection information. Individuals responsible for preparing derivative documents which reference, cite, or paraphrase proprietary or source selection information, are responsible for marking such documents as indicated in this paragraph. The required marking or cover page shall be included when technical proposals are submitted for evaluation and when an audit is requested. After award, the procedures governing the Freedom of Information Act and related laws/regulations shall be followed regarding release of proprietary or source selection information.

#### 603.104-10 Violations or possible violations.

(a)(1) The contracting officer shall report any violation or possible violation to the head of the contracting activity after he or she has reviewed the documentation and has concluded that there is no impact on the acquisition.

(d)(2)(ii)(B) The Procurement Executive is the agency head's designee for the purposes of FAR 3.104-10(d)(2)(ii)(B).

### Subpart 603.2—Contractor Gratuities to Government Personnel

#### 603.204 Treatment of violations.

(a) The Procurement Executive is the agency head's designee for the purposes of FAR 3.204.

(b) *Procedures.* Upon a decision to proceed with an investigation of an alleged violation of the Gratuities clause, the Assistant Inspector General for Investigations shall provide to the contractor a written notice by certified mail, return receipt requested. The notice shall present the findings of the decision and shall establish a schedule, including location, for an investigative hearing for the purposes prescribed in FAR 3.204(b). As determined necessary by the Assistant Inspector General for Investigations, follow-up hearings may be scheduled. Upon completion of the investigation, the Assistant Inspector General for Investigations shall provide to the Procurement Executive a

## **603.405**

report and recommendation, together with all pertinent documentation.

(c) In addition to the requirements of FAR 3.204(c), when the Procurement Executive determines that a violation has occurred, the Procurement Executive shall so notify the Assistant Inspector General for Investigations. The Assistant Inspector General for Investigations shall then notify the individual who made the report, the Office of the Legal Adviser, and, if appropriate, the Department of Justice.

### **Subpart 603.4—Contingent Fees**

#### **603.405 Misrepresentations or violations of the Covenant Against Contingent Fees.**

(a) The contracting officer may request the Office of the Inspector General to develop further information if the facts available are deemed insufficient to determine whether an actual violation has occurred. The contracting officer may also obtain the advice of the Office of the Legal Adviser as to the legality and general propriety of any information disclosed.

[64 FR 43621, Aug. 11, 1999]

### **Subpart 603.6—Contracts with Government Employees or Organizations Owned or Controlled by Them**

#### **603.601 Policy.**

(a) It is Department policy not to award contracts to Federal employees, or businesses substantially owned or controlled by Federal employees.

[59 FR 66754, Dec. 28, 1994]

#### **603.602 Exceptions.**

The Procurement Executive is the agency head's designee for the purposes of FAR 3.602.

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### **Subpart 603.7—Voiding and Rescinding Contracts**

#### **603.704 Policy.**

The Procurement Executive is the agency head's designee for the purposes of FAR 3.704.

[59 FR 66754, Dec. 28, 1994]

#### **603.705 Procedures.**

The Procurement Executive is the agency head's designee for the purposes of FAR 3.705.

[59 FR 66754, Dec. 28, 1994]

### **Subpart 603.9—Whistleblower Protections for Contractor Employees**

SOURCE: 64 FR 43621, Aug. 11, 1999, unless otherwise noted.

#### **603.905 Procedures for investigating complaints.**

The Procurement Executive is the agency head's designee for the purposes of FAR 3.905.

#### **603.906 Remedies.**

The Procurement Executive is the agency head's designee for the purposes of FAR 3.906.

## **PART 604—ADMINISTRATIVE MATTERS**

AUTHORITY: 40 U.S.C. 486(c); 22 U.S.C. 2658.

SOURCE: 53 FR 26163, July 11, 1988, unless otherwise noted.

### **Subpart 604.5—Electronic Commerce in Contracting**

#### **604.502 Policy.**

The Assistant Secretary of State for Administration is the agency head for the purposes of FAR 4.502.

[64 FR 43621, Aug. 11, 1999]